

**AGENDA
MONTEREY PARK BRUGGEMEYER LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, APRIL 19, 2016
7:00 P.M.
FRIENDS ROOM
318 S. RAMONA AVENUE, MONTEREY PARK**

Staff reports, writings or other materials related to an item on this agenda which are distributed to the Library Board of Trustees less than 72 hours before this scheduled meeting shall be available for public inspection in the Library Administrative Secretary's Office located at 318 S. Ramona Avenue, Monterey Park, CA 91754 during normal business hours. This agenda is posted 72 hours prior to the meeting at the library, City Hall located at 320 W. Newmark Avenue, Monterey Park, CA 91754 and on the City website at <http://www.montereypark.ca.gov/>

CALL TO ORDER:

ROLL CALL:

ACKNOWLEDGMENT OF ABSENCES:

1. PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:

This is an opportunity for members of the public to address the Library Board of Trustees on any item of interest to the public, before or during the Trustees' consideration of the item, that is within the subject matter jurisdiction of the Board of Trustees. Any member of the public wishing to address the Library Board of Trustees regarding any item on this agenda must fill out a speaker card and then return it to the Administrative Secretary prior to the announcement of the agenda item.

2. AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTION:

RECOMMENDATION: Take action if appropriate

3. APPROVAL OF MINUTES

Minutes of Regular Meeting of March 15, 2016

4. CONSENT AGENDA - APPROVAL BY MOTION:

Items on the Consent Agenda are considered to be routine, ongoing business and will be enacted by one motion. There is no separate discussion on consent items unless a Library Trustee so requests, in which event the item is removed from the Consent Agenda and considered separately.

FINANCIAL REPORTS AND EXPENDITURES:

- a. RECEIPT AND EXPENDITURE REPORT
- b. TRUST AND AGENCY ACCOUNT REPORT
- c. APPROVAL OF WARRANTS

RECOMMENDATION: Approve reports and expenditures.

5. CITY LIBRARIAN'S REPORT:

- a. 2016-17 Fiscal Year Budget*
- b. Library recruitments*

6. PRESIDENT'S REPORT:

UNFINISHED BUSINESS:

7. BUILDING MAINTENANCE

Discussion regarding building maintenance costs and charge-offs

RECOMMENDATION: Take action if appropriate

8. CITIZENS' PLANNING SUB-COMMITTEE UPDATE

Update and discussion regarding Library Consultant's activity/progress

RECOMMENDATION: Take action if appropriate

9. PROCEDURES FOR LIBRARY BOARD OF TRUSTEES

Discussion regarding establishment of procedures for Trustees' actions and duties

RECOMMENDATION: Take action if appropriate

NEW BUSINESS:

10. LIBRARY CONSULTANT PRESENTATION

Presentation of report on Library Consultant's activity/progress

RECOMMENDATION: Take action if appropriate

11. SUCCESSION PLAN

Presentation of proposed Succession Plan for organization in the event of the absence of the City Librarian

RECOMMENDATION: Take action if appropriate

12. CONDUCT POLICY REVISIONS

Presentation of proposed revisions to Conduct Policy for approval

RECOMMENDATION: Take action if appropriate

13. EXHIBIT POLICY REVISIONS

Presentation of proposed revisions to Exhibits Policy for approval

RECOMMENDATION: Take action if appropriate

14. CITY CENTENNIAL EVENTS

Discussion of library events and activities planned in conjunction with the City's Centennial celebration

RECOMMENDATION: Take action if appropriate

15. EXPLORATION OF POTENTIAL EXPANSION OF WIFI SERVICES IN THE CIVIC CENTER AREA

Discussion of possible expansion

RECOMMENDATION: Take action if appropriate

ANNOUNCEMENTS:

HOUSEKEEPING ITEMS:

AGENDA ITEMS FROM THE BOARD:

Agenda items for the next regular or a special meeting from Library Board members

ADJOURNMENT:

The next regularly scheduled meeting will be held on May 17, 2016 at 7:00 P.M. in the Friends Room.